

WESTERN WASHINGTON UNIVERSITY
Board of Trustees
Agenda
April 11, 12, 2013

FRIDAY, April 12, 2013

Location: Old Main 340
Time: 8:00 a.m.

- 1. CALL TO ORDER, APPROVAL OF MINUTES**
8:00 – 8:05
 - Board of Trustees Meeting, February 7, 8, 2013

- 2. PUBLIC COMMENT**
8:05 – 8:15

- 3. RECOGNITIONS AND INTRODUCTIONS**
8:15 – 8:30
 - Leonard Jones, Director, University Residences and Dining Services
 - German Program, Modern & Classical Languages, College of Humanities & Social Sciences
 - John Gilbertson, Chemistry Department, College of Sciences & Technology

- 4. BOARD CHAIR REPORT**
8:30 – 8:40

- 5. UNIVERSITY PRESIDENT**
8:40 – 8:50

- 6. ASSOCIATED STUDENTS**
8:50 – 9:00

- 7. FACULTY SENATE**
9:00 – 9:10
 - Revisions to the Faculty Handbook: Bylaw 7.6.1 Academic Technology Committee

14. **OLYMPIA UPDATE**
11:35 – 11:45 Presentation: Sherry Burkey, Associate Vice President for University Relations
11:45 – 11:50 Discussion

REPORTS

15. **AUDIT COMMITTEE REPORT**
11:50 – 11:55 Presentation: Dick Thompson, Chair, Board Audit Committee
11:55 – 12:00 Discussion

16. **INFORMATION ITEMS**

- Admissions and Enrollment Summary
- Alumni Association Report
- Capital Program Report
- Development Report
- Professional Leave Report
- Tenure and Promotion Report
- University Relations Report

17. **DATE FOR NEXT REGULAR MEETING: June 13, 14, 2013**

18. **ADJOURNMENT 12 p.m.**

19. **LUNCH** - Lunch with Recently Promoted and Tenured & Promoted Faculty

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard

DATE: April 12, 2013

SUBJECT: **Approval of Minutes**

PURPOSE: Action Items

Purpose of Submittal:

Approval of the Board of Trustees Meeting Minutes.

Proposed Motion:

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following minutes:

- February 7, 8, 2013 Board of Trustees Meeting

Supporting Information:

Minutes of the February 7, 8, 2013 Board of Trustees Meeting

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES
February 7, 2013**

1. CALL TO ORDER

Chair Peggy Zoro called the regular meeting of the Board of Trustees of Western Washington University to order at 3:05 p.m., February 7, 2013, in the Maple Conference Room, Bldg. D, Talaris Conference Center, 4000 NE 41st Street, Seattle, WA.

Board of Trustees

Betti Fujikado, Secretary
Dennis Madsen
Joseph Meyer
Ralph Munro
Karen Lee, Vice Chair
Sue Sharpe
Peggy Zoro, Chair

Western Washington University

Bruce Shepard, President
Wendy Bohlke, Assistant Attorney General
Mark Bagley, Sr. Director for Fund Raising, Western Foundation
Paul Cocke, Director, University Communications
Eileen Coughlin, Sr. Vice President & VP for Enrollment & Student Services
Paul Dunn, Sr. Executive Assistant to the President
Ethan Glemaker, President, Associated Students
Catherine Riordan, Provost and Vice President for Academic Affairs
Liz Sipes, Secretary to the Board of Trustees
Steve Swan, Vice President for University Relations
Richard Van Den Hul, Vice President for Business and Financial Affairs

2. SPECIAL REPORTS

A. WESTERN IN SEATTLE – PAST, PRESENT, FUTURE

Bruce Shepard, President, opened the discussion by stating that Western's current presence in the Seattle area includes the Seattle Business Forum; and over 30% of Western's students are from King County and 30% - 40% of 100,000 Western alumni work in the Seattle metropolitan area. However we need to increase our visibility in the Seattle area because it is the state's economic and population center. Shepard said that our strategic mission "to build upon Western's strengths to address critical needs in the State of Washington" gives focus to what we should be doing in the Puget Sound area.

Eileen Coughlin's, Sr. Vice President and VP for Enrollment and Student Services, presentation focused on Internships. Coughlin noted that the national data shows that nearly 50% of student internships are unpaid. These unpaid internships offer no advantage to job-seeking students. Students with paid internships fare much better in the job market. Overall conversion rate of turning interns into full-time hires in 2012 was 58.6%.

Coughlin said that at a local level WWU graduates with a paid internship earn a higher starting salary and are employed sooner after graduation than those in unpaid internships. Coughlin noted that Western's students with paid internships increased from 37.5% in 2011 to 50.5% in 2012.

Coughlin discussed the Viking CareerLink, Job and Internship Posting Database. This online database is available to students, alumni, employers, faculty and staff. Seattle-area employers use the Viking CareerLink to post job and internship opportunities and students are able to put in their profile to match these opportunities. Use of this networking tool has grown 83% since its introduction in 2010. Coughlin noted that there is discussion between University Advancement and Enrollment and Student Services of a joint appointment based in the Seattle area. This individual would focus on corporate partnerships and opportunities that would increase internship opportunities, job placements and to develop partnerships that match the interests and passions of a corporation with Western's interests and needs.

Catherine Riordan, Vice President for Academic Affairs highlighted how Extended Education supports Western's mission to service the citizens of Washington. Extended Education in Seattle has programs such as the Low Income Housing Institute; the Academy for Life-long Learning, the Munro Institute at North Seattle CC; and Summer in Seattle. Summer in Seattle's objectives is to create greater visibility in Seattle/King County, to strengthen partnerships with North Seattle Community College (NSCC); to offer summer study options to increase students' progress towards completing their degree, and to improve student recruitment efforts.

Mark Bagley, Sr. Director for Fund Raising in The Western Foundation, highlighted University Advancement's presence in the Seattle area. Bagley noted that their presence has had a huge impact -- the number of contacts of Major Gift Officers, the number of attendees at Foundation events, the number of attendees at Alumni events, and the number of Western donors in King County have all increased over the past year. Bagley also noted that this is the 16th year of the Seattle Business Forum that has significantly grown over the years. Western committees in the Seattle area include the Western in Puget Sound Committee (formerly Western-in-Seattle), the Western-in-Boeing and the Western-in-Microsoft committees.

Trustee Munro said that he believes that because of Western's higher profile, President Shepard could become the key spokesperson for higher education in the state. Shepard told the Board that he is willing to be engaged in the Seattle area when the opportunity arises. Chair Zoro said that the Board would like to be kept informed as Western's presence in Seattle progresses.

3. EXECUTIVE SESSION

At 4:25 p.m. Chair Zoro announced that the Board would convene in Executive Session for approximately 30 minutes to discuss personnel, real estate and legal issues as authorized in RCW 42.30.110. The Board reconvened in Open Session at 4:45 p.m. No action was taken.

Meeting recessed at 4:46 p.m.

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES
February 8, 2013**

1. CALL TO ORDER, APPROVAL OF MINUTES

Chair Peggy Zoro called the regular meeting of the Board of Trustees of Western Washington University to order at 8:10 a.m. February 8, 2013 in the Maple Conference Room, Bldg. D. Talaris Conference Center, 4000 NE 41st Street, Seattle, WA.

Board of Trustees

Betti Fujikado, Secretary
Dennis Madsen
Joseph Meyer
Ralph Munro
Karen Lee, Vice Chair
Sue Sharpe
Peggy Zoro, Chair

Western Washington University

Bruce Shepard, President
Wendy Bohlke, Assistant Attorney General
Mark Brovak, Sr. Director & COO, University Advancement
Sherry Burkey, Associate Vice President for University Relations
Eileen Coughlin, Sr. Vice President & Vice President for Enrollment & Student Services
Paul Cocks, Director, University Communications
Paul Dunn, Sr. Executive Assistant to the President
Ethan Glemaker, President, Associated Students
Catherine Riordan, Provost and Vice President for Academic Affairs
Liz Sipes, Secretary to the Board of Trustees
Steve Swan, Vice President for University Relations
Richard Van Den Hul, Vice President for Business and Financial Affairs

MOTION 12-01-2012 Ralph Munro moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the minutes of the Board of Trustees Meeting, December 13, 14, 2012 and the Special Board of Trustees Meeting, January 8, 2013.

Motion carried.

2. PUBLIC COMMENT

Per Substitute House Bill 2313, time was provided for public comment at the October 12, 2012 regular meeting of the Board of Trustees. There were no requests for public comment.

3. BOARD CHAIR REPORT

Peggy Zoro, Chair of the Board of Trustees, reported that the Committee on Trustees had its first meeting this morning. The committee members are Karen Lee, Chair, Sue Sharpe and Ralph Munro. The committee's charge is trustee succession planning, development of the board over time, orientation of new board members, assessment of trustee performance, and developing the Board of Trustees Rules of Engagement. Zoro noted that the Chair of the Committee on Trustees will direct the annual review of the President. This committee is non-decision making but will bring recommendations to the full board for deliberation and approval.

4. UNIVERSITY PRESIDENT

Bruce Shepard, President, reported that both the Viking Men's Basketball team and the Women's Basketball team are nationally ranked and are undefeated this season. Western also received national recognition for the number of alumni currently serving in the Peace Corp. Western is No. 1 for mid-sized universities in the nation.

Shepard reflected that the role of the university is much more than preparing people to fill jobs. We also prepare people to have enriching, fulfilling lives and for making a difference. These recognitions are indicative of the success in how we contribute to the well-being of all of us.

5. ASSOCIATED STUDENTS

Ethan Glemaker, President, Associated Students, reported that two busloads of Western students traveled to Olympia for the Viking Lobby Day on January 21st. Glemaker reported that yesterday was the Statewide Day of Action with the Washington Student Association. Students at all the campuses engaged in calling Governor Enslee and Senator Tom regarding revenue for their education. Glemaker reported that on February 18th the AS students will be traveling to Olympia for the Washington Student Association Lobby Day.

Glemaker also reported that:

- The ASB passed a policy disallowing bottled water at all AS events.
- The Green Energy fee program has been revised to include small grant (under \$2,000) proposals.
- The ASB is hosting event on February 26th called "Elect Her" to encourage female students to become involved in politics.

Shepard noted that following the students' lead, bottled water will not be served at Trustee meetings, or at any of the Foundation or Presidents entertaining events.

6. FACULTY SENATE

No Senate report given. Senate President Karen Stout and Senate Vice President Johann Neem were unable to attend this meeting.

7. CONSENT ITEMS

MOTION 02-01-2013 Ralph Munro moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following consent item:

- Winter Quarter Degrees
- Construction Contract for Ridgeway Alpha Renovation (PW661)

Motion carried.

8. AWARDING OF HONORARY DEGREE

Bruce Shepard, President, reviewed Western's process for nominating a recipient for an Honorary Degree. Shepard is recommending that the Board approve awarding an Honorary Doctorate of Humane Letters to Noémi Ban. Ban, a Holocaust Survivor, is a public speaker, giving lectures nationally and internationally. In 1998 she received the Golden Apple Award which recognizes individuals and programs making a dramatic difference in Washington state education in grades pre-K through 12. In 2003 she wrote *Sharing is Healing: A Holocaust Survivor's Story*, an autobiography of her experiences curing the Holocaust and as a public speaker. In 2007 her life was made into the documentary film *My Name is Noémi*.

MOTION 02-02-2013 Karen Lee moved, that the Board of Trustees of Western Washington University, upon recommendation of the President, Award the degree of Doctorate of Humane Letters, *Honoris Causa* to Noémi Ban.

Motion carried.

9. RECRUITING STUDENTS OF COLOR

Eileen Coughlin, Vice President for Enrollment and Student Services, reported on Western's efforts to recruit students of color. Coughlin reported that there has been a continued upward trend of the percentage of students of color enrolled at Western. She did note that students who self-identify as "two or more races" are more difficult to track in the data.

Coughlin noted that pre-college outreach is provided through such programs as Compass 2 Campus, Migrant Youth Initiative, Youth 4 Real, and Youth Outreach Initiative. She provided information on Western's recruitment strategies and partnerships currently in place (e.g. Costco & Western Leadership Scholars Program).

The Board and university administration discussed different outreach and recruiting efforts to reach students of under-represented populations. It was agreed that Catherine Riordan, Provost and VP for Academic Affairs, will arrange for a faculty presentation on 2nd language learners in Skagit County at a future Board meeting.

10. FRONT DOOR TO DISCOVERY

Steve Swan, Vice President for University Relations, presented the proposed “Front Door to Discovery” program. The purpose of the program is to grow community and economic development throughout the region and at the same time create opportunities for our students, faculty and staff.

The program addresses two of Western’s Strategic Goals:

- Build upon Western’s strengths to address critical needs in the State of Washington.
- Apply Western’s expertise and collaborative approach to scholarship, creativity, and research in ways that strengthen communities beyond the campus.

Swan said that in a recent survey, we learned that the “Town-Gown” divide still exists and the community does not think of Western as a resource.

The goals of the program are:

- Improve and stimulate community, cultural, economic and social growth in the Northwest Washington region’
- Encourage the spirit of entrepreneurship, innovation, service learning and collaboration within the wider community and at Western’
- Raise awareness of innovation and research, tech transfer, and commercialization of technology at Western.

Swan proposes to create a programing position within the University Relations Division to create a direct personal connection between Western students and faculty to the private and public sectors of the community.

At 10:05 a.m. Chair Zoro announced a 20 minute break. The meeting reconvened at 10:25 a.m.

11. CAMPAIGN UPDATE

Mark Brovak, Sr. Director & COO, University Advancement, reported on the activity of Western’s Campaign. Currently the campaign gift commitments are in excess of \$19.6M. He reported that Western’s Endowment Balance increased from \$47M to \$48.6M.

Brovak reported that the Western-in-Seattle committee has reorganized to better position WWU in the Puget Sound area. It is now called the Western-in-Puget Sound committee.

The Foundation has been working with Oscar winner T.J. Martin, a Western alum and Campaign Co-Chair. In January, they held an event in Seattle with more than 100 guests in attendance.

Brovak outlined some of the recent monetary and estate gifts made to the Western Foundation. He noted that several Scholarship lunches are scheduled in the near future.

12. OLYMPIA UPDATE

Sherry Burkey, Associate Vice President for University Relations, reported on the current legislative session. The main goal of the session is to pass a capital and operating budget in a difficult fiscal situation.

Burkey said there is a lot of interest in higher education and a strong commitment to hold any further budget cuts and some reinvestment in higher education. There has been a lot of conversation of the 50/50 by 2020 initiative, restricting tuition growth, the GET program, state financial aid, the State Need Grant, and the Dream Act bill.

Burkey said Western's bill to seek authority to offer the Clinical Audiology Degree and the bill to give us authority to offer the Educational Specialist Degree should move through efficiently. She noted that renovations to the Carver Academic Facility are not in the governor's budget, but we are working hard with the House and Senate so the funding for Carver will be in the legislative budget.

Burkey distributed a copy of Western Washington University's Legislative Briefing Book for 2013-15.

13. SPECIAL REPORT – WASHINGTON STUDENT ACHIEVEMENT COUNCIL

Brian Baird, Chair and Jose Gaitan members of the Washington Student Achievement Council (WSAC) presented "*Critical Crossroads: A Call for Action*". This is the 2012 Strategic Action Plan for Educational Attainment.

The WSAC, consisting of nine members, is an advisory board that was created by the Washington Legislature in 2012. The Council's primary assignment is to prepare a "10-Year Roadmap" for achieving the goal of increasing the state's educational attainment level.

The Council is doing an eight city "out-reach" tour, starting in Bellingham, to communicate the challenges and opportunities facing our state and to listen and learn from the communities about what needs to be done. A "Ten-Year Roadmap" is to be completed by December 1, 2013.

14. INFORMATION ITEMS

- **Academic Report**

Provost Riordan provided written reports on:

- General information from a recent national report prepared by the Association of Public and Land-Grant Universities
- Benchmark Report – Ratio of Faculty to Administrators
- Information on the Bachelor of Science in Nursing Degree, Woodring College of Education

- **Alumni Association Report**
Vice President Bowers provided a written report on the university's Alumni Relations activities.
- **Annual Sustainability Report**
Vice President Van Den Hul provided the Western Sustainability Report for 2012 containing highlights of the initiatives, projects, and curriculum from departments and organizations across campus over the last year.
- **Annual University Policy Report**
Vice President Van Den Hul provided the annual update of the University Police Department.
- **Capital Program Report**
Vice President Van Den Hul provided a written report on the university's capital projects.
- **Development Report**
Vice President Bowers provided a written report on activities of the Western Washington University Foundation.
- **Mid-Year Housing and Dining Report**
Sr. Vice President Eileen Coughlin provided a programmatic and fiscal report on the University's Housing and Dining System.
- **Quarterly Grant Report**
Provost Catherine Riordan provided information from the Office of Research and Sponsored Programs concerning grant awards for the period October 1, 2012 – December 31, 2012 and fiscal year 2012/13.
- **University Relations Report**
Vice President Swan provided a written report on the recent activities of University Relations.

15. MEETING EVALUATION & FUTURE AGENDA TOPICS

16. DATE FOR NEXT REGULAR MEETING: April 11, 12, 2013

17. ADJOURNMENT

The meeting adjourned at 11:55 a.m.

18. LUNCH

The Board of Trustees enjoyed a lunch in the Pacific Dining Room at the Talaris Conference Center.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: Bruce Shepard, President

DATE: April 12, 2013

SUBJECT: **Public Comment Period**

PURPOSE: Information Item

Purpose of Submittal:

Substitute House Bill 2313, effective June 7, 2012, restates that governing boards of all institutions of higher education follow procedures for open public meetings in the Open Public Meetings Act. It also requires that Governing boards provide time for public comment at regular meetings.

Persons wishing to comment will sign in between 7:45 – 8:00 a.m. the day of the Board of Trustees meeting. The signup sheet will be given to the Board Chair at 8:00 a.m.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees
FROM: President Bruce Shepard
DATE: April 12, 2013
SUBJECT: Recognitions and Introductions

Leonard Jones, University Residences

Leonard Jones was hired as Western's Director of University Residences in the Division of Enrollment and Student Services. Jones has more than 20 years of experience with seven of those years at the director level. He has served as executive director and director of University Residences at two campuses previous to Western.

The director for University Residences at Western provides leadership for the overall living/learning environment in the residence halls. This includes oversight of residence life and educational development, facilities, budget, staffing, and the dining services contract.

Jones has a bachelor's degree in social welfare and a master's degree in higher education from Southern Illinois University.

German Program, Modern & Classical Languages, College of Humanities & Social Sciences

WWU's German program recently received national recognition, as one of only two colleges and university programs in the country designated this year as a *German Center of Excellence*. The program will receive a plaque in recognition of its designation, as well as a check for \$500 from the American Association of Teachers of German.

The selection jury found Western's German program to be well established and growing, with exemplary faculty and appropriate faculty-student ratio, strong support from the administration, professional colleagues, alumni, students, and parents, and strong ties to the wider campus and community. Extracurricular activities and special events are clearly integral elements of the program.

John Gilbertson, Chemistry Department

The Faculty Early Career Development (CAREER) Program is a Foundation-wide activity that offers the National Science Foundation's most prestigious awards in support of junior faculty who exemplify the role of teacher-scholars through outstanding research, excellent education and the integration of education and research within the context of the mission of their organizations.

Dr. Gilbertson is an Assistant Professor in Inorganic Chemistry. His research is focused on scientific problems dealing with global climate changes and CO₂ utilization. Gilbertson earned his B.S. at Augustana College and his Ph.D. from the University of Oregon.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees
FROM: Peggy Zoro, Chair, Board of Trustees
DATE: April 12, 2013
SUBJECT: Board Chair Report
PURPOSE: Information Item

Purpose of Submittal:

Board Chair Peggy Zoro will report to members of the Board and President Shepard and his staff on topics related to the Board of Trustees.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: Bruce Shepard, President

DATE: April 12, 2013

SUBJECT: **President's Report**

PURPOSE: Information Item

Purpose of Submittal:

President Shepard will present brief reflections on issues of interest to the Board.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard on behalf of the Associated Students

DATE: April 12, 2013

SUBJECT: **Associated Students**

PURPOSE: Associated Students Report

Purpose of Submittal:

AS President Ethan Glemaker will brief the Board of Trustees on recent activities of the Associated Students.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard for Senate President Karen Stout

DATE: April 12, 2013

SUBJECT: Revisions to the Faculty Handbook: Bylaw 7.6.1 Academic Technology Committee

PURPOSE: Information Item

At its regular meeting on February 25, 2013, the Faculty Senate conducted a second vote to approve an addition to the Academic Technology Committee membership (Faculty Handbook, *Constitution, Bylaw 7*):

BL.7.6.1 Membership

- k. One representative from Extended Education (non-voting)

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees
FROM: President Bruce Shepard on behalf of Vice President Eileen V. Coughlin
DATE: April 12, 2013
SUBJECT: **Housing and Dining Rate Increases for 2013-2014**
PURPOSE: Action Item

Purpose of Submittal

To obtain approval from the Board for increases in rates for Housing and Dining room and board for 2013-2014.

Points to Consider

- The majority of the rate increase is to address modest inflation and capital plan expenditures. Operating cost increases are offset through operating cost reductions as well as increases to certain income streams.
- The proposed 3.0% rate increase allows investment for scheduled renovations; is below the rate increase range of 4% – 5% projected in the 10-year capital plan; and is sensitive to students' total WWU cost.
- The current long-term capital plan, shared at the Trustee's December 2012 meeting, was based on the approximate rate increases shown below. Capital plan revisions and adjustments to inflation estimates may result in changes to these estimates.

| | | | | | |
|------------------------|-------------|-------------|-------------|-------------|-------------|
| Year | <u>FY10</u> | <u>FY11</u> | <u>FY12</u> | <u>FY13</u> | <u>FY14</u> |
| <i>Estimated</i> | 5.00% | 4.75% | 4.75% | 4.75% | 3.50% |
| <i>Actual/proposed</i> | 4.75% | 4.25% | 4.00% | 3.00% | 3.00% |
| Year | <u>FY15</u> | <u>FY16</u> | <u>FY17</u> | <u>FY18</u> | <u>FY19</u> |
| <i>Estimated</i> | 4.25% | 4.25% | 4.25% | 4.25% | 4.25% |

Supporting Information

- Rate Comparison Chart
- Ten-year Rate History
- Housing and Dining Proposed Operations for 2012-13 and 2013-14
- Housing and Dining Proposed Rates (copy of document shared with student groups)

Source of Funding

Housing and Dining System

Action/Decision Needed from the Board

Approval of the proposed room and board rates for 2013-2014.

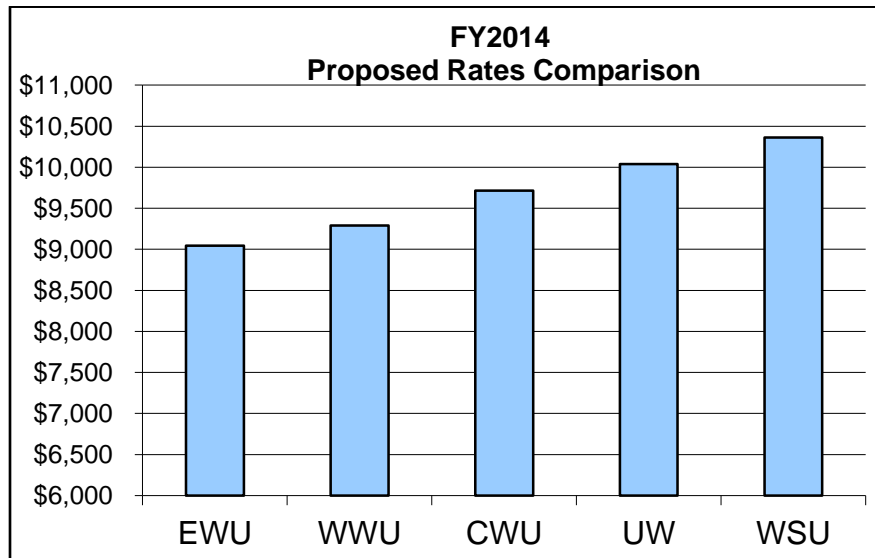
Proposed Motion

MOVED, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the Housing and Dining rates as proposed in the attached. The 2013-2014 proposed rates call for a 3.0 percent increase in residence hall and Birnam Wood apartment rental rates.

Rate Comparison Chart

USING AVERAGE RATE ACROSS NEW AND OLD BUILDGS

| WASHINGTON PUBLIC UNIVERSITIES RESIDENCE HALL ROOM & BOARD PLAN COSTS FY2014 (Revised 3/4/13) Averaged Double Room Costs with Best-as-Possible Meal Plan Comparison: | | | | | |
|---|------------------------------------|--------------------------------------|------------------------------------|-------------------------------|------------------------------------|
| | EWU | WWU | CWU | UW | WSU |
| | Gold | 125 Block | "Large" | "Level 4" | Level 2 |
| Type of Meal Plan | Meals & Points | Meals & Points | Declining Balance | Declining Balance | Declining Balance |
| Elements of the Meal Plan | Equivalent to 2 to 3 meals per day | Approx. 12+ meals/w k + \$480 Points | Equivalent to Approx. 14 meals/w k | Equivalent of 13-15 meals/w k | Equivalent to Approx. 14 meals/w k |
| Average cost of Double Room across Bldg Types | \$9,015 | \$9,290 | \$9,716 | \$10,040 | \$10,361 |
| Additional Charges not part of the base | \$30 | \$0 | \$0 | \$0 | \$0 |
| Total Cost of a Double Room and Meals: | \$9,045 | \$9,290 | \$9,716 | \$10,040 | \$10,361 |
| Rate of Increase Over 2012-13 | Proposed 7.0% | Proposed 3.0% | Estimated 4.5% | Proposed 3.9% | Approved 4.3% |



**WESTERN WASHINGTON UNIVERSITY
HOUSING & DINING SYSTEM
TEN YEAR HISTORY OF RESIDENCE HALL RATES**

| ACADEMIC YEAR | ACADEMIC YEAR RATE with 125 BLOCK PLAN* | % OF CHANGE |
|-----------------------------------|---|----------------|
| ----- | ----- | ----- |
| 2003-04 | \$5,945 | |
| 2004-05 | \$6,242 | 5.00% |
| 2005-06 | \$6,523 | 4.50% |
| 2006-07 | \$6,784 | 4.00% |
| 2007-08 | \$7,089 | 4.50% |
| 2008-09 | \$7,412 | 4.50% |
| ----- | | |
| 2009-10 | \$8,076 * | 4.75% |
| 2010-11 | \$8,419 | 4.25% |
| 2011-12 | \$8,755 | 4.00% |
| 2012-13 | \$9,019 | 3.00% |
| 2013-14 | \$9,290 | 3.00% |
| ----- | | |
| 10-Year Average Percentage Change | | 4.15% |

* The meal plan used for comparison changed in 2009-10 from the Gold /100 to the 125 Meal Plan

SAMPLE ROOM & BOARD RATES and APARTMENT RENTS FOR 2013-2014

| | 2012-13 Actual | at 3% incr. 2013-14 Proposed | 2013-14 Cost per Month |
|--|-------------------|------------------------------------|------------------------------|
| Room & Board Plans: Academic Year (@ 3% increase) | | | |
| Double Room with Unlimited meal plan | \$9,373 | \$9,654 | \$1,073 |
| Double Room with 125-Block meal plan | \$9,019 | \$9,290 | \$1,032 |
| Double Room with 100-Block meal plan | \$8,671 | \$8,931 | \$992 |
| Double Room with 75-Block meal plan | \$8,317 | \$8,567 | \$952 |
| Triple Room with 125-Block meal plan | \$7,849 | \$8,084 | \$898 |
| Single Room with 125-Block meal plan | \$9,982 | \$10,281 | \$1,142 |
| Birnam Wood Apartment Rents: Academic Year (3% increase) | | | |
| Birnam Wood: <u>Monthly</u> rate per person per bed (Two bedrooms with 4 occupants) | \$330 | \$340 | \$340 |

**WESTERN WASHINGTON UNIVERSITY - HOUSING AND DINING SYSTEM
PROPOSED OPERATIONS FOR BUDGET YEARS ENDING JUNE 30, 2013 & 2014**

| | PROPOSED BUDGET 2012-13 As Presented to BOT | DRAFT BUDGET 2013-14 As of 3/4/13 | PERCENT CHANGE | DIFFERENCE BUDGET \$ |
|--|--|--|---------------------------|---------------------------------|
| REVENUES | | | | |
| Room and Board Payments | \$31,995,000 | \$32,973,000 | 3.06% | \$978,000 |
| Room and Board Fees and Penalties | 142,500 | 160,500 | 12.63% | 18,000 |
| Investment Income | 50,000 | 32,000 | -36.00% | (18,000) |
| Bond Interest Subsidy | 318,574 | 304,574 | -4.39% | (14,000) |
| Housing Rentals | 103,897 | 100,850 | -2.93% | (3,047) |
| Conferences | 573,069 | 573,069 | 0.00% | 0 |
| Commissions | 1,762,300 | 1,832,300 | 3.97% | 70,000 |
| Viking Union Programs & Services | 149,750 | 148,700 | -0.70% | (1,050) |
| S & A Fee Distribution (Viking Union) | 1,253,000 | 1,253,000 | 0.00% | 0 |
| Building Fee (Viking Union) | 1,606,579 | 1,606,579 | 0.00% | 0 |
| Other | 93,150 | 103,150 | 10.74% | 10,000 |
| Total Revenues | \$38,047,819 | \$39,087,722 | 2.73% | \$1,039,903 |
| OPERATING EXPENDITURES | | | | |
| Salaries & Benefits | \$6,189,816 | \$6,337,090 | 2.38% | \$147,274 |
| Food Service (net of capital contribution) | 10,898,605 | 11,381,927 | 4.43% | \$483,322 |
| Communications | 358,830 | 367,230 | 2.34% | \$8,400 |
| Electricity | 758,948 | 776,935 | 2.37% | \$17,987 |
| Heat | 1,373,721 | 1,308,966 | -4.71% | (\$64,755) |
| Water/Sewer | 396,227 | 436,227 | 10.10% | \$40,000 |
| Refuse Disposal/Recycling | 266,651 | 266,651 | 0.00% | \$0 |
| Television Cable | 111,725 | 111,725 | 0.00% | \$0 |
| Maintenance & Repairs | 2,001,745 | 2,058,865 | 2.85% | \$57,120 |
| Operating Supplies | 234,235 | 245,975 | 5.01% | \$11,740 |
| Equipment | 451,411 | 469,811 | 4.08% | \$18,400 |
| Insurance | 451,852 | 451,852 | 0.00% | \$0 |
| Rentals and Operating Leases | 8,925 | 9,475 | 6.16% | \$550 |
| Re-charged Services & ASA | 1,407,968 | 1,425,915 | 1.27% | \$17,947 |
| Assigned Enrollment & Student Services Costs | 78,000 | 78,000 | 0.00% | \$0 |
| Other Expenditures | 734,329 | 810,639 | 10.39% | \$76,310 |
| Total Operating Expenditures | \$25,722,988 | \$26,537,283 | 3.17% | \$814,295 |
| NON-OPERATING EXPENDITURES/TRANSFERS | | | | |
| Bond Debt Service | \$5,461,713 | \$5,459,189 | -0.05% | (\$2,524) |
| R&R/ Minor Cap./Public Works Projects | 3,553,583 | 3,579,850 | 0.74% | 26,267 |
| Other Transfers | 0 | 0 | 0.00% | 0 |
| Transfer for capital plan support | 3,309,535 | 3,511,400 | 6.10% | 201,865 |
| Total Non-Operating Expenditures | \$12,324,831 | \$12,550,439 | 1.83% | \$225,608 |
| Total Expenditures | \$38,047,819 | \$39,087,722 | 2.73% | \$1,039,903 |
| EXCESS (DEFICIT) OF REV OVER EXP | \$ 0 | \$ 0 | 0.00% | \$ 0 |

SEE FOOTNOTES FOR EXPLANATIONS

FOOTNOTES TO THE ATTACHED 2013-14 HOUSING & DINING SYSTEM PROPOSED BUDGET

- (1) The 2012-13 Budget, as presented to the WWU Board of Trustees April 2012, is shown to compare with the 2013-14 proposed budget. After Fall opening, adjustments were made based on an analysis of opening residence hall and apartment occupancy. Those October 2012 revisions are not shown here.
- (2) FY2014 Investment income reduced to reflect estimated actual investment pool returns.
- (3) Bond Interest Subsidy reduced per announced estimate of federal sequester impact.
- (4) Change in Other Revenue due to recording of annual dining capital contribution, which is also shown as an offset in Food Service Expense.
- (5) FY2014 incorporates potential additional Classified staff pay step. Other changes include filling of vacant project manager position, two position reclassifications, RA room & board adjustment, and additional temporary custodians.
- (6) The Food Service line incorporates expenses for residential dining, catering, conference dining and departmental food costs. The increase shown is due to the board plan price increase and some enhancements to the board dining program.
- (7) Line item total includes institutional services recharge (ASA) and the expense for University Police Greencoats (Safety Assistants). The WWU overhead assessment rate used for FY2014 is 5% vs. 4.5% for FY2013.
- (8) Increase in "Other Expenses" due primarily to inter-departmental support (e.g. to provide services for international students living on campus), re-calculation of hall activity expenditures to estimated actuals, and slight increases to printing, training, & travel.
- (9) The "Transfer for Capital Plan Support" is an allocation representing Operating, Non-Operating and Building Fee funds to be placed into the System's Renewal & Replacement Reserve Fund for planned Capital Plan projects for University Residences and the Viking Union.

**Presented to the Residential Advisory Committee, Residence Hall Association &
Associated Students Board of Directors
March 6, 2013**

Introduction

The attached budget and rates and supporting documentation represent the recommendations for fiscal year 2013-14. The challenging fiscal climate facing the state and WWU continues to introduce complexities and uncertainties into this year's process. The department's leadership has strived to account for the potential impact on the system, and the proposed rate increase has been thoughtfully considered relative to the total cost for students to attend Western. Each operating line item in the budget has been reviewed to ensure that revenue opportunities are examined and costs are managed carefully. This budget and rate proposal responsibly responds to inflationary pressures and maintains the core functions of Western's quality residential program. As with every year, a major influence for planning came from the University's Strategic Plan and standards and expectations outlined in the Guiding Principles for the Housing & Dining System. This recommended budget meets those standards and ensures that management attends to the necessary reserve fund balances, planned major maintenance, debt-service coverage, and capital planning. The figures and explanatory text reflect student input from surveys and committees as well as the most recent projections for revenue and expenditures.

The Capital Plan

The Enrollment and Student Services Housing & Dining Capital Plan addresses the long term financial strength of the system and ensures that the system's facilities meet Western's enrollment plan, meet or exceed the Board of Trustees' fiscal principles, invests in infrastructure to ensure longevity, health and safety, and responds to changing student needs and expectations. Projects planned for fiscal year 2014 include the completion of the Mathes fire sprinkler project, the commencement of the Nash and Alpha fire sprinkler projects, the first phase of Carver Gym retail dining platform, and enhancement of the Fairhaven Commons servery area. Capital projects planned over the following 10 years include continued fire sprinkler additions, room and bathroom renovations, upgrades to radiant heat systems, and seismic upgrades.

Why is a Housing Rate Increase Needed?

The proposed rates represent the system's continued efforts to provide a quality program at an affordable cost. The attached documents review the impacts of the additional costs to the system, and the results of the responses to those impacts. As with previous years, the increase addresses external rate pressures such as inflationary and recharge rate increases, and transfers to the system's capital plan to continue the system's ongoing significant investment in renovations. In the midst of this pressure we expect residential programs and services to continue to be delivered at a high quality level. Enhancements for 2014 include adding another late night dining option, expansion of organic food options, and increased internet bandwidth. The system's staff continue to look for efficient operating methods and ways to bring services to students. State funds are not used to support the Housing & Dining System.

Proposed Rate Increase:

- The proposed Residence Hall and Birnam Wood rate increase is 3%.

- The budget and rate materials presented below show that the system can support its 2013-14 programs with a rate increase of 3% based on our current understanding of expected inflationary pressures.
- The 3% increase is less than the long-range financing plan presented to the Board of Trustees which projects annual increases for the system in the 4-5% range over a 10-year period. The projects in the long-range financing plan are not affected by this slight reduction.

Impact of the Rate Increases

- Residence Halls: At a 3% increase, a double room w/125 Meal Plan increases \$30/month or \$271 for the school year.
- Birnam Wood, with four residents per unit: At a 3% increase, the rent increases \$9.90/month or \$89 for the school year.

Background Information and Revenue & Expenditure Details

Comments and figures pertaining to FY2014 are as compared to the FY2013 proposed budget and rates presented at the April 2012 Board of Trustees meeting.

Revenue Highlights and Assumptions

- Overall, the budgeted Operating Revenue increase is \$1,040,000 or 2.7% over FY2013's proposed budget.
- Occupancy calculations include the assumption of the same freshman and transfer admits to WWU, housing opening counts at 4,053 – the same as Fall 2012, a slightly increased attrition rate as a planning hedge, and plans for fewer RA hosting arrangements.
- Investment income is reduced \$18,000 or 36% to reflect expected actual returns.
- No change in conference revenues based on conferences booked and estimated to date.
- Increased commissions based on retail sales growth and consistent with commission guarantees per the food services management agreement.
- There is no increase proposed to the Viking Union building fee for 2013-14, and the S&A Fee revenue is shown at no increase based on early estimates of enrollment patterns.

Operating Expenditures Highlights and Assumptions

- Budgeted Operating Expenditures are projected to increase by \$814,000 or 3.2%.
- Wages and benefits increase \$147,000 or 2.4%. Primary drivers for the increase are contingency for possible Classified staff step increase, increase to the state minimum wage, room and board increase for resident advisors, two position reclassifications, filling of vacant project manager position, and additional temporary custodians.

- Dining services rates are under negotiation. The increase shown includes an estimated residential dining rate increase, and the implementation of an additional late-night dining option.
- Utilities: Taken together, the various utilities expenditures decrease approximately \$7,000 or -0.23% influenced again by a continued favorable natural gas market.
- Maintenance and repairs increase \$57,000 or almost 3% to reflect anticipated labor and supply increases and increased maintenance contract costs.
- Institutional Services, which includes the University's Administrative Services Assessment (ASA) and University Police (Greencoat security staff) increases \$18,000 or 1.3%. The ASA recharge rate used here is 5% of adjusted revenue compared to 4.5% for FY2013.

Non-Operating Expenditures Highlights and Assumptions

- Allocations for major repairs and planned renovations increase \$26,000 or 0.75%. This investment in the existing facilities keeps the system ahead of targeted levels per the fiscal principles established by the Board of Trustees.
- Transfer to the system's capital plan increases \$202,000 or 6.1%. Upcoming projects include two fire sprinkler additions, improvements to the Fairhaven Dining Commons, and the addition of a retail dining platform at Carver Gym.
- Overall, budgeted non-operating expenditures and transfers increase \$226,000 or 1.8%.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Provost Catherine Riordan

DATE: April 12, 2013

SUBJECT: Teacher Education Presentation

PURPOSE: Discussion Item

Purpose of Submittal:

This presentation will provide a brief overview of new national and federal pressures on teacher education and how WWU's Woodring College of Education is responding to these pressures. It will include a profile of initiatives that the college has developed to assure: quality candidates become teachers; a quality teacher education program; and meaningful connections to our school district partners. It will conclude with a discussion of the implications of these new pressures as well as the initiatives the college is engaged in to address public concerns. Participants from Woodring College of Education will include Francisco Rios, Dean; Karen Dade, Associate Dean; and Bruce Larson, Chair of Secondary Education Department.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Provost Catherine Riordan

DATE: April 12, 2013

SUBJECT: **Western's Online Learning**

PURPOSE: Discussion Item

Purpose of Submittal:

This presentation provides two demonstrations of the integration of online learning within Western courses and curricula.

In the first presentation, Laura Overstreet will describe how she creates rich, rigorous and engaging educational experiences within the online version of her "Sociology of the Family" course.

In the second presentation, Steven Emory will describe how the Chemistry Department developed, implemented, and piloted online "virtual" labs for its introductory chemistry sequence. These labs, designed both to create efficiencies by freeing up laboratory space and to improve student learning, demonstrate how online learning can enrich traditional face to face classes.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by:
Richard Van Den Hul, Vice President for Business and Financial Affairs

DATE: April 12, 2013

SUBJECT: **Enhancing Human Resources Functions at Western**

PURPOSE: To present information on new and enhanced professional/organizational development and other Human Resources programs designed to further enhance Western as a great place to work.

A presentation will be made by:

- Richard Van Den Hul, Vice President for Business and Financial Affairs
- Chyerl Wolfe-Lee, Assistant Vice President for Human Resources

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by:
Richard Van Den Hul, Vice President for Business and Financial Affairs

DATE: April 12, 2013

SUBJECT: **Comprehensive Review of the Parking System**

PURPOSE: An update of the review underway on the Parking System.

A presentation of the Parking System will be made by:

- Richard Van Den Hul, Vice President for Business and Financial Affairs
- Randy Stegmeier, Director, Public Safety / University Police Chief
- Rick Benner, University Architect / Director, Facilities Development and Capital Budget

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Stephanie Bowers, Vice President for University Advancement and Executive Director, WWU Foundation

DATE: April 12, 2013

SUBJECT: **Campaign Update**

PURPOSE: Discussion Item

Purpose of Submittal:

Stephanie Bowers, Vice President for University Advancement and Executive Director of the WWU Foundation, will provide an update to the board on the Western Washington University campaign.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Sherry Burkey, Associate Vice President for University Relations

DATE: April 12, 2013

SUBJECT: **Olympia Update**

PURPOSE: Discussion Item

Purpose of Submittal:

Sherry Burkey, Associate Vice President for University Relations, will give an update on the 2013 legislative session.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees
FROM: Dick Thompson, Chair, Board Audit Committee
DATE: April 12, 2013
SUBJECT: **Audit Committee Report**
PURPOSE: Information Item

Purpose of Submittal:

Chair Thompson will report to members of the Board of Trustees and university staff on topics related to the Board Audit Committee.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Senior Vice President Eileen Coughlin

DATE: April 12, 2013

SUBJECT: **Admissions and Enrollment Summary**

PURPOSE: Information Item

Purpose of Submittal:

To provide a general update on enrollment and admissions

April 2013 Enrollment and Admissions Report
Prepared by Clara Capron,
Assistant Vice President for Enrollment and Student Services

Fall 2013

Target enrollment is for a freshman class of approximately 2,700 for Fall 2013. As of March 25, 2013, we had received 9,440 freshman applications for Fall 2013, putting us on track for the third highest number of applications received.

Of the 9,431 freshman applications for Fall 2013, about 82% are Washington residents and about 17% are nonresidents. To date, we have received the highest number of non-resident freshman applications. The average GPA of our applicants has increased slightly, at 3.42 for Fall 2013 compared to 3.41 for Fall 2012.

Western was among the first of the Washington four-year public institutions to send award letters out in mid-March. Per the recommendations of Scannell & Kurz, Inc. consultants, Financial Aid is sending estimated award letters to students whose aid files are incomplete and will finalize the offers upon receipt of missing documentation. This is particularly important for first-generation and low-income students as they decide on their future in higher education.

In an effort to maintain educational indebtedness at reasonable levels, Financial Aid created a brochure that will be sent out to all freshman and transfer students with their

award letters, entitled “What to Know Before You Borrow.” Returning and graduate students will be referred to this document on-line.

Yield Events

As of this writing, Western Preview will have brought an estimated 2,000 admitted freshman and family members to Western’s campus. Additional yield events are scheduled for April in Bellingham and Seattle, as well as Anchorage, Denver, San Francisco, Honolulu, and San Diego. In addition, our Admissions StARs called approximately 2,400 prospective students in March via a Winter Phonathon to answer any questions they had and otherwise encourage them to confirm.

Recent International Recruitment Efforts

Western has partnered with community colleges in the Northwest Higher Education Coalition and the Seattle Community College District to develop a clear pathway to Western via the Global Partnership Program. Qualified international students who indicate an interest in Western are guaranteed admission upon completion of their transfer degree. We are currently exploring a similar partnership with Shoreline Community College.

Admissions forwarded two key recommendations to the Recruitment, Admissions and Support Committee (RASC) that were subsequently approved by the Academic Coordinating Committee. The first allows the International English Language Testing System (IELTS) to serve as an alternative to the Test of English as a Foreign Language (TOEFL) for students in demonstrating English language proficiency. The second allows students who complete an AA-DTA degree and earn B (3.0) or higher grades in English 101 and 102 to be considered for admission without either TOEFL or IELTS scores. As the TOEFL is often perceived as a barrier and is not required by many institutions for AA-degree holders, we expect this to eventually increase international student applications.

Admissions participated in the Seattle-area International Community College Transfer Fairs both fall and winter quarters; Western’s Center for International Studies’ staff joined Admissions at some of these events fall quarter. The fairs were hosted by Edmonds, Highline, North Seattle, South Seattle, Cascadia, Shoreline, Seattle Central, Green River, and Bellevue Colleges.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Stephanie Bowers, Vice President for University Advancement and Executive Director, WWU Foundation

DATE: April 12, 2013

SUBJECT: **Alumni Association Report**

PURPOSE: Information Item

Purpose of Submittal:

Provide an update to the Board on Alumni Relations activities.

Supporting Information:

Alumni Association memberships continue to be a key indicator in engagement with and support of the University. We have experienced a 21.59% increase in number of members (3,520) over this time last year.

We continue to see a steady rise in engagement with our alumni via social media and steady open rates for our email communications leading up to events.

- Open rates for all e-communications range from 14%-25%, with the average open rates for the month of March surging to 25.25%
- Since January 2013, Facebook and Twitter online community engagement has experienced a 3% increase and LinkedIn a 43% increase

The Alumni Association is focused on fostering a culture of philanthropy and exposing alumni who live outside of Washington to the current needs and mission of the university. Since January 2013 we have had alumni in Tokyo, Los Angeles, and Arizona organize and host alumni events in their area with planning underway for similar events in Florida, San Francisco, Minnesota and the D.C. metropolitan area.

More than 200 alumni have requested early registration for the May 16-18 Back2Bellingham Alumni & Family Reunion, a 450% increase over 2012. Through several sponsorships including Clear Channel, Whatcom Tourism, and BECU, promotion of the Back2Bellingham event will feature month-long billboard and transit bus advertisements in Pierce, King, Snohomish, and Whatcom counties.

We continue to focus on ongoing broad-based engagement opportunities. Since July 2012, more than 3,383 alumni, family and friends have attended 34 Alumni Association events and programs, including twelve that were sold out.

RECENT PROGRAMS:

| Student Programming | Broad Based Alumni Programs |
|--|--|
| On-going ASK! Promotion | 1/10 CWU vs. WWU Pre-game bash and game – Sold out! |
| On-going GYBO/Western Wednesday events | 1/29 Dining with Vikings with Bob & Kim Warshawer |
| 3/21 Senior Celebration | 1/31 Larry Estrada Jr./TJ Martin Event, <i>Undefeated</i> screening—Frye Museum, Seattle |
| 3/23 Graduation | 2/8 WWU Alumni in Tokyo Wine Tasting Event, Tokyo |
| | 2/13-15 CASE Conference in Portland—Back2 Bellingham team presentation on 2012 B2B Success |
| | 2/28 Shakespeare’s “Twelfth Night” pre-show reception—Campus – Sold out! |
| | 3/2 Curling in Canada – Sold out! |
| | 3/2 Tour Hollywood Vaults with WWU Alumni! Los Angeles, California |
| | 3/6 Wine & Cupcake Tasting with Campus Alumni & Members—campus – Sold out! |
| | 3/15 Mariners Spring Training Game & Reception, Tempe, Arizona – Game Sold out! |
| | 3/16 WWU Night Out at Everett Silvertips Hockey– Sold out! |
| | 3/29 WWU Night Out at Portland Trail Blazers, Portland – Sold out! |

UPCOMING PROGRAMS:

| Student Programming | Broad Based Alumni Programs |
|--|---|
| On-going ASK! Promotion | 4/10 Rebecca Skloot, Western Reads author—PAC |
| On-going GYBO/Western Wednesday events | 4/16 Executive Committee Meeting |
| | 4/18 Student Alumni Member Coffee Hour with Employers prior to Career Fair—Campus |
| | 4/19-28 Travel Program: Antebellum South Riverboat Cruise |
| 6/13-14 Senior Celebration | 4/20 Alumni Board of Directors meeting |
| 6/15 Graduation | 4/20-28 Travel Program: Mediterranean Marvels |
| | 4/20 San Diego Chapter reception |
| | 5/16 Alumni Awards programs and dinner |
| | 5/16-19 Back2Bellingham Alumni & Family Weekend |
| | 5/18 Golden Vikings Brunch & Induction Ceremony—Class of 1963 |
| | 6/21 Alumni Board of Directors Meeting & Strategic Planning session |



Capital Program Report

Board of Trustees

April 12, 2013

MAJOR/INTERMEDIATE CAPITAL PROJECTS

- **Carver Academic Renovation**

The Carver Academic Renovation project is currently in the contract document phase. During the construction document phase the design team will be further refining and integrating all building systems and finishes, and meet with the University's project representatives to further develop individual room information regarding finishes, equipment and furniture. The construction document submittal is due to the University in early summer 2013.

Construction activities are planned to start in August 2013 and be completed spring of 2015, dependent upon state funding.

- **Fraser Hall Renovation**

The abatement and demolition work has been completed, with the exception of minor roof demolition that will be completed when the new air-handling equipment arrives. Pile installation to support the new elevator occurred during spring break to minimize disruption to campus. Interior construction is underway in the lecture hall and central core of the building. Exterior elements and waterline work are scheduled for summer.

The project is on schedule for August 2013 substantial completion with occupancy Fall Quarter 2013.

For more information about the major projects, the Capital Program, and the Capital Planning Process, visit the Office of Facilities Development and Capital Budget website:
<http://www.wvu.edu/wwuarchitect/>.

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Stephanie Bowers Vice President for University Advancement and Executive Director, WWU Foundation

DATE: April 12, 2013

SUBJECT: **Development Report**

PURPOSE: Information Item

Purpose of Submittal:

Provide an update to the Board on Western Washington University Foundation activities.

Supporting Information:

Report attached.

OFFICE OF DEVELOPMENT

The “Western Stands for Washington” campaign gift commitments stand in excess of \$23.8 million since July 1, 2011, and include a recent anonymous \$3 million planned gift to Fairhaven to support Adventure Learning Grants.

We are pleased to communicate that Danese Bardot has been hired as the Director of Development for the College of Business and Economics. She moves to Bellingham from Illinois where she most recently served as a fundraiser for a private secondary school.

The 16th Annual Western Business Forum will be held Friday, April 26 at noon at the Seattle Sheraton. We will feature a program celebrating Western success, and are excited to have as keynote speaker Jim Sinegal, co-founder of Costco. We have had strong table sales to date and are looking to exceed last year’s total of 50.

The Science, Math and Technology Education (SMATE) Resource Center will be renamed in honor of Dr. Irwin Slesnick in recognition of his years of service to Western. His widow Carole has made a generous gift that will provide an endowment to support the program. The dedication ceremony is scheduled for April 23.

Gifts of Note

A grant of \$11,000 from Phillips 66 to support Chemistry students

\$40,000 from the Kaiser Borsari Foundation to support scholarships for outstanding students in Computer Science and Engineering Technology

A gift from Hoyt and Donita Gier of \$12,500 to establish a scholarship endowment for women’s basketball

\$10,000 from the Kingston Philanthropic Trust to the Music Department

A gift of \$20,000 from BP to support the Vehicle Research Institute

\$40,000 from Moss Adams to support the Accounting Department

A gift of \$15,000 from the Snohomish Public Utilities District for the Institute for Energy Studies

Upcoming Events

April 26 – Seattle Business Forum, 11:00 reception, 12:00 program, Seattle Sheraton

May 17 – Foundation Board meeting

June 25/26 – Campaign Committee meeting and Foundation Board retreat

August 7 or 8 – Bellingham-area President’s Club summer BBQ

August 14 or 15 – Seattle-area President’s Club summer BBQ

WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

TO: Members of the Board of Trustees
FROM: President Bruce Shepard by Provost Catherine Riordan
DATE: April 12, 2013
SUBJECT: Professional Leave Report
PURPOSE: Information Item

Purpose of Submittal:

This report lists the faculty professional leave proposals that have been approved for the 2013/14 academic year and provides a brief summary of the exceptional research projects and scholarly activities engaged in by some of Western's faculty members. The report also outlines the process established to review applications and make award determinations.

The Professional Leave Advisory Committee is an all-university body composed of six faculty members who have had professional leaves within the past few years. Professional Leave applications are examined first at the department level, then by the dean (and, in some colleges, the college's professional leave committee), before being forwarded to the Provost's Office and the university-wide Professional Leave Advisory Committee. The Professional Leave Advisory Committee recommendations receive final review and approval by the Provost.

Per Section 10.6.1 of the faculty *Collective Bargaining Agreement*, the Committee relies upon the following criteria in making its recommendations: *academic or scholarly significance; soundness of design, procedure, or operational plan, including clear objectives and timeline; relationship of planned activity to individual's area of study and professional development; expected outcomes and benefits, including dissemination of results; evaluation of applicant's ability to achieve the proposed goals; and value of the project in terms of academic benefits to the institution upon the applicant's return from the leave.*

For the 2013-14 academic year: 51 faculty members requested 105.5 quarters of leave and only 78 quarters were available for allocation. Each application was afforded a careful and thorough evaluation based upon the *merits of the application and the expected benefits to the individual, department, and the university per the Collective Bargaining Agreement.*

Supporting Information:

Listing below of faculty members awarded professional leave and related information.

Faculty Professional Leaves Approved for 2013-14

Askari, Kaveh

English Department

Two quarters for a research project about early Iranian cinema with the working title: *Rethinking Iranian Art Cinema*

Bodensteiner, Leo

Environmental Sciences Department

Two quarters to finish and submit a NSF-REU proposal and to continue research on alpine lake management in the North Cascades

Brown, Rich

Theatre and Dance Department

One quarter for the research and creation of a two-man play with performer Bill Bowers.

Bunn, Andy

Environmental Sciences Department

One quarter at 0.50 FTE to continue work on a popular-science book titled: *Understanding Disorder: How 19th century physics makes sense of the world's biggest questions*

Caplan-Auerbach, Jacqueline

Geology Department

Two quarters to focus on projects related to 1) computer programming and 2) processing marine gravity and bathymetry data to develop a new course in marine geophysical techniques

Carney, Joanne

Elementary Education Department

Two quarters to work intensively at an elementary school in Mt. Vernon researching innovative uses of mobile technologies for P-12 teaching and learning

Clark, Doug

Geology

Three quarters to collaborate with colleagues in an effort to resolve the timing and significance of the last major Pleistocene ice-sheet advance across the international boundary and other research concerning glaciation

Currier, Deborah

Theatre and Dance Department

Two quarters to adapt a Royce Buckingham book for the stage and 2014 WWU Summer Youth Theatre Institute

Denham, Kristin

English Department

Three quarters to develop, pilot and assess two curriculum and materials units for use in middle schools -- one unit on grammar/syntax and the other on vocabulary/morphology

Devenport, Jennifer

Psychology Department

Two quarters to conduct a series of studies to examine the efficiency of jury instructions for cases involving eyewitness testimony

Donovan, Todd

Political Science Department

Two quarters to investigate the relationship between elections and the propensity of elected officials to become involved in political scandals

Donovan, Deborah

Biology/Science Education Group

Two quarters to write and produce professional development materials to accompany a life science curriculum called *Life Science and Everyday Thinking* (LSET)

Feodorov, John

Fairhaven College

Three quarters to focus on creative works in the forms of visual art and music related to environmental issues on and near the Navajo Reservation in Arizona and New Mexico

Fitzpatrick, Timothy

Music Department

Three quarters to host an Estonian Boys' Choir at WWU and to serve as visiting professor at the Estonian Academy of Music and Theatre

Gynan, Shaw

Modern and Classical Languages

One quarter to accept an invitation from Paraguay's Secretariat of Language Policy to conduct research on Paraguayan bilingualism and bilingual education

Helfield, James

Environmental Sciences Department

Two quarters (in 2014/15) for research in the areas of habitat and ecology of salmonid fishes, river-riparian interactions, watershed management and restoration ecology including the effects of global climate change

Helms, Ronald

Sociology Department

One quarter to focus on a full length book manuscript with the working title *Legacy of Bias: Ethnic Minorities and the Criminal Justice System*

Homann, Peter

Environmental Sciences Department

One quarter for scholarly activities related to forest fires and climate change

Kong, Sophie

Finance and Marketing Department

One quarter for activities related to preparation for the Chartered Financial Analyst (CFA) Level 2 Exam and incorporating CFA into WWU courses.

Laffrado, Laura

English Department

One quarter to continue scholarly work regarding Pacific Northwest writer Ella Rhoades Higginson

Lynn, Kimberly

Liberal Studies Department

Three quarters to advance a book project, provisionally entitled *Relocating the Spanish Inquisition: Law, Faith and Early Modern Catholicism*

Madsen, Elizabeth

Western Libraries

One quarter to compile a book describing photos and motion pictures taken by her grandfather Alaska adventurer Charles Madsen 1884-1954

Mahoney, Kristin

English Department

Two quarters for research and writing activities related to a new project: *Aesthetic Kinship and the Cosmopolitan Family*

Markosian, Ned

Philosophy Department

One quarter to write two papers and to visit philosophy departments in Armenia and Turkey

McDowall, Stephen

Mathematics Department

One quarter to focus on three objectives related to 1) high efficiency solar power generation, 2) hybrid inverse problems, and 3) the mathematics of magnetic resonance imaging (MRI).

McLean, Kate

Psychology Department

Three quarters to write a scholarly book on research of adolescent and emerging adult identity development

Miles, Scott

Environmental Studies

Two quarters to continue work on Community Disaster Recovery and the development of a ResilUS model

Miller, Barbara

Art Department

Two quarters for further development of a manuscript on art, color and light.

Nolet, Victor

Secondary Education Department

One quarter to complete an academic text on education for sustainable development principles and applications in K-12 and teacher education

Peterson, Andrea

Western Libraries

One quarter to study the impact of Viking Village on student learning and student life

Purdue, Jeff

Western Libraries

Two quarters for research on 1) the direct purchase of library materials by faculty, staff and students; 2) a study of library funding within academic institutions; and 3) scholarly communication

Roelofs, Matt

Economics Department

One quarter to continue work with co-authors on two projects on experimental economics

Spiegel, Jr., Paul

Chemistry Department

Three quarters for two research projects related to 1) in vitro evolution and 2) the techniques of recombinant protein expression in mammalian cells

Stewart, Mart

History Department

One quarter in spring 2014 to produce a book-length manuscript with a working title *Creatures at the Crossroads and the Making of the Natural South*

Storer, Paul

Economics Department

Two quarters to continue research regarding the changing nature of Canada-US economic relations

Tag, Stan

Fairhaven College

One quarter to research and write the introduction for a new book: *Rambles in the Wilderness: The Life and Writings of Marcus Rodman Keep, 1816-1894*

Thompson, Roger

History Department

Two quarters to complete a book manuscript: *Sovereignty Lost and Found: The Rural Origins of China's Rise to Power, 1861-1909*

Thorndike-Christ, Tracy

Special Education Department

Two quarters to revise and update Thorndike and Thorndike-Christ (2010) *Measurement and Evaluation in Psychology and Education*

Vilic, Kathryn

English Department

Two quarters to complete a book project with the working title *Lay Prayer and Public Literacy: Church Educational Curricula in England, 1348-1415*

Wallin, David

Environmental Sciences Department

Three quarters for scholarly activities related to conservation and preservation of mountain goat populations in the Cascade Range of Washington

Wang, Jianglong

Communication Department

One quarter for scholarly activities and a book-length manuscript on the study of the impact of Chinese communication campaigns during the past 25 years

Whitcomb, Dennis

Philosophy Department

Two quarters to write a series of three papers in virtue epistemology

Zhang, Jianying

Mathematics Department

Two quarters to focus on several projects: 1) algorithm design and convergence analysis of high quality mesh refinement techniques for simulating complex fluid flows and 2) algorithm design and implementation for reaction-diffusion equations from biological modeling with bifurcations

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Provost Catherine Riordan

DATE: April 12, 2013

SUBJECT: **Tenure and Promotion Report**

PURPOSE: Information Item

Purpose of Submittal:

The credentials and accomplishments of these faculty members have been examined by their peers, tenure and promotion committees, department chairs, college deans, as well as the Provost/Vice President for Academic Affairs. Each person approved meets or exceeds the internal (college and all-university) and external (comparative, disciplinary, and professional) standards Western Washington University requires for promotion or tenure. This extensive review process confirms the merit of each faculty member's teaching, research or creative activity, and service to the University and the community.

Supporting Information:

Listing below of faculty granted tenure and/or promotion effective September 2013.

Tenure and Promotion Effective September 2013

| | |
|-----------------------------|-----------------------------------|
| Anderson, Amy | Mathematics Department |
| Bedi, Robinder | Psychology Department |
| Boudreaux, Andrew | Physics - Astronomy Department |
| Brodhagen, Marion | Biology Department |
| Burgess, Donald | Secondary Education |
| Dagnon, Paula | Elementary Education |
| Dubenion-Smith, Shannon | Modern and Classical Languages |
| Folk, Holly | Liberal Studies Department |
| Freeman, Jeanne | PEHR |
| French, Kristen | Elementary Education |
| Goodvin, Rebecca | Psychology Department |
| Jones, Diana | Human Services and Rehabilitation |
| Keller, Jennifer | Journalism Department |
| Lopez, Abel | History Department |
| Sampaio (Mozsgai), Cristina | Psychology Department |
| Nielsen, Carolyn | Journalism Department |
| Rivera, Lysa | English Department |
| Romano, Rosalie | Secondary Education |
| Sim, Khim | Accounting |
| Suprak, David | PEHR |
| Timmons-Flores, Maria | Elementary Education |
| Treener, Stephanie | Mathematics Department |

Promotion Only

| | |
|------------------------------|-----------------------------------|
| Acevedo-Gutierrez, Alejandro | Biology Department |
| Baker-Sennett, Jacquelyn | Human Services and Rehabilitation |
| Benyi, Arpad | Mathematics Department |
| Coskie, Tracy | Elementary Education |
| Donnellan, Grant | Music Department |
| Durham, Yvonne | Economics Department |
| Friesen, John | Music Department |
| King, Jeffrey | Psychology Department |
| Lois, Jennifer | Sociology Department |
| Lopresti, Robert | University Libraries |
| Mendes, Sebastian | Art Department |
| Miller, Barbara | Art Department |
| Woods, Steven | Communication Department |

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees
FROM: President Bruce Shepard by Steve Swan, V.P. for University Relations
DATE: April 12, 2013
SUBJECT: **University Relations Report**
PURPOSE: Information Item

Purpose of Submittal:

A written report is provided on the recent activities of University Relations.

Supporting Information:

Report Attached

**WESTERN WASHINGTON UNIVERSITY
OFFICE OF THE VICE PRESIDENT FOR UNIVERSITY RELATIONS**

REPORT FROM THE VICE PRESIDENT TO THE BOARD OF TRUSTEES

GOVERNMENT RELATIONS

Federal Relations

The trip that President Shepard, Vice President Steve Swan, Associated Student's President Ethan Gleemaker and AS VP for Governmental Affairs Patrick Stickney originally planned to make to Washington, D.C. in early March was postponed until May 20-23. With the Sequestration date of March 1 looming at the time, it was decided that delaying the trip would allow for a potentially more fruitful trip. Visits will be made with members of both the U.S. Senate and the U.S. House of Representatives, along with several government agencies.

UNIVERSITY RELATIONS

Western's annual technology showcase Tech Tonic, is being held on April 11 in the Viking Union. The event is produced in collaboration between University Relations and Academic Technology User Services and annually brings technology vendors from across the state to Western to showcase the latest in educational technology hardware and software.

Service delivery and educational engagement related programming for students and faculty is also being provided. A total of 22 table top presentations will be made. In addition, Dr. Kimberly Voll of the Centre for Digital Media in Vancouver, B.C. will be the featured afternoon speaker. Her topic will be "Video Gaming and Higher Education. Her areas of specialization include artificial intelligence and language modeling, user experience, game design, software engineering, and innovative educational methods and curriculum design.

Waterfront Development

The City of Bellingham Planning Commission began review of the proposed plan for redeveloping the former Georgia Pacific property and adjacent properties now known as the Waterfront District on March 21. The Commission plans to finalize its recommendations on the plan to the City Council by May 2nd at the latest.

The proposal has three components.

- The Waterfront District Subarea Plan, which if approved, would be added to the City's Comprehensive Plan.
- New development regulations and design standards for the Waterfront District. If approved, the regulations would become part of the Bellingham Municipal Code.
- A Planned Action Ordinance would be added to the BMC Section 16:20. This acknowledges the detailed environmental review and analysis that has been completed for the project and adopts required mitigating measures.

Western has testified in support of the proposed plan as a whole. When the approved proposal is forwarded to the Bellingham City Council, the plan and related documents will

also be reviewed by the Port Commission. The project website can be accessed at: www.cob.org/waterfront

Western Window Television Show

The Western Window Television Show continues to be produced on a monthly basis and is being televised every Saturday morning at 11 a.m. on KVOS television. The signal carries from north of Bellingham to just south of Seattle.

The show is largely produced by Western students and features stories about students, faculty and programs at Western that bring its mission to life visually. The March Show includes stories on Western and its national Peace Corps recognition, the Sehome Arboretum, a feature on the group of alumni who started what is now a highly successful Bellingham company Pro CNC, and a story titled "Remade", which is about students who turn trash into household products that are sold commercially. Here is a link to the Western Window archive of past shows:

http://www.youtube.com/playlist?list=PL98zNPVeQdIXB_gFAusCKUmmAVWIG0eUC

OFFICE OF COMMUNICATIONS AND MARKETING

Our skilled professionals worked hard on a wide range of online, print, social media, video and graphic design communications and marketing, which included:

- Our staff successfully placed many stories in the media, including numerous stories that ran in local, statewide and regional newspapers, radio and TV about **President Bruce Shepard's** decision to use reserve funds to offset any potential cuts in federal financial aid (see: [KING 5 story](#)); a front-page story in the Skagit Valley Herald on a [Migrant Youth Conference](#) organized by Western's Woodring College of Education. Research by Psychology Professor **Ira Hyman** on earworms and memory continued to make international, national and local news with stories in the [New York Times](#), ABC News, BBC, MSNBC, and TV and radio stations throughout Washington state and the West Coast, and as far away as England, Australia and New Zealand. We also assisted in responding to numerous inquiries from national, regional and local media on the death of a recent Western graduate, killed by a lion at a shelter for big cats in California. See this Seattle Times story: [Living her passion, a young woman dies](#)
- Our social media efforts, led by New Media Coordinator **Matthew Anderson**, are reaping dividends on campus and in the community, as Western is being recognized as an engaging, collaborative entity that will take time to listen to and engage with students, faculty, staff and community members. Reputations like this take a long time to build, a testament to the students, staff and faculty who practice social media at Western and work closely with each other to unify Western's brand and presence in social media. To that end, Western's social media committee is working to unify our best practices and overall mission statement.
- Our winter edition of the Soundings family newsletter, led by Publications Editor **Mary Gallagher**, was well-received, particularly stories about internships and Western's Summer Session. Now we're putting together the next edition of Window magazine, which will include a collection of stories from Peace Corps volunteers to highlight Western's top-ranking among medium-sized universities with alumni in the Peace Corps.

- Work continues on a draft proposal for a new web page to highlight and show inclusion and diversity at Western. The committee working on the project includes Assistant Director/Marketing Manager **John Thompson**.
- Booking **faculty speakers** by **Pam Smith** through [Western's Speakers Bureau](#). Smith also served on the committee for the Employee Art Show, which was a huge success.
- Completion of **graphic design projects** by **Chris Baker** and **Derek Bryson** with many campus offices, including: Admissions, Extended Education, Athletics, Commencement, Career Services, Back2Bellingham, colleges and departments, Compass 2 Campus, plus new college websites, new branded PowerPoint template designs, the Bellingham Review book, and Klipsun and Planet magazines

DATE FOR NEXT REGULAR MEETING

- **June 13, 14, 2013**